

STATE OF ILLINOIS

ILLINOIS COMMERCE COMMISSION

[Name of Applicant]	:	
	:	
Application for Certificate of	:	Docket No.
Service Authority under Section	:	
19-110 of the Public Utilities Act.	:	

APPLICATION

[Name of Applicant] ("Applicant"), hereby requests that the Illinois Commerce Commission ("Commission") grant it a certificate of service authority pursuant to Section 19-110 of the Public Utilities Act ("Act"). In support of its application, Applicant states as follows:

**General**

1. Applicant's name and street address:
2. Related Information  
  
Type of business entity (corporation, limited partnership, limited-liability company, etc.):  
Jurisdiction in which and under whose laws business entity was created:  
Other names under which Applicant does business:  
Federal Employer Identification Number:  
Registered agent in Illinois:
3. Does Applicant currently have other authority from the Commission to be an AGS? If yes, provide the Commission docket number under which current authority was granted and state whether Applicant requests that such current authority be consolidated with any authority granted pursuant to this application, under the docket number of this application.
4. Contact persons for the following:
  - a) Issues related to processing this application;
  - b) Issues related to retail customers, including complaint resolution; and
  - c) Technical issues, including scheduling of natural gas deliveries.

Identification should include each contact person's name, title, mailing address, telephone number, facsimile number, and e-mail address.

5. Applicant certifies that it will:
  - a) Comply with all applicable Federal, State, regional and industry rules, practices, policies, procedures and tariffs for the use, operation, maintenance, safety, integrity, and reliability of the interstate natural gas system; [83 Ill. Adm. Code 551.20(a)]
  - b) Provide service to residential or small commercial customers that are eligible to take service from an AGS; [551.20(b)]
  - c) Comply with informational and reporting requirements that the Commission may by rule establish; [551.20(c)] and
  - d) Comply with all other applicable laws and regulations and Commission rules and orders; [551.20(d)]
6. Applicant agrees to submit good faith schedules of natural gas deliveries in accordance with applicable tariffs. [551.20(a)]
7. Demonstration that Applicant is licensed to do business in the State of Illinois. [551.20(e)]
8. Description of Applicant's business. [551.30(c)(1)]
9. Geographic area(s) in which Applicant seeks to be authorized to offer service (if less than entire State, provide detailed description) and the types of services it intends to offer. [551.30(c)]
10. Description of the characteristics of the residential or small commercial customer group(s) Applicant proposes to serve. [551.30(c)(2)]
11. Proof of notification to each utility of Applicant's intent to serve in the utility's service area is provided in Attachment \_\_. [551.30(c)(3)]
12. Applicant certifies compliance with all applicable terms and conditions required by Section 19-115 of the Act. [551.30(d)(2)]
13. Applicant agrees to adopt and follow rules and procedures ensuring that authorizations received from customers, customer billing records, and requests for delivery service transmitted to utilities are retained for a period of not less than two calendar years after the calendar year in which they were created. [551.40(a)]
14. Applicant agrees to adopt and follow rules and procedures to preserve the confidentiality of its customer's data. [551.40(b)]

15. If Applicant seeks to serve customers within a geographic area that is smaller than a gas utility's service area, then Applicant must demonstrate that the designation of this smaller area does not violate any part of Section 19-115 of the Act. [551.70(a)]
16. Applicant certifies that all marketing materials that make statements concerning prices, terms and conditions of service contain information that adequately disclose the prices, terms and conditions of the products or services that the Applicant is offering or selling to the customers. [551.70(b)(1)]
17. Applicant certifies that, prior to switching any customer from another supplier, the Applicant will provide the customer written information that adequately discloses, in plain language, the prices, terms and conditions of the products and services being offered and sold to the customer. [551.70(b)(2)]
18. (Applies to Residential Suppliers Only) Applicant certifies that it will provide to the residential customer accurate, timely, and itemized billing statements that describe the products and services provided to the customer and their prices and that specify the gas consumption amount and any service charges and taxes; and an additional statement, at least annually, that adequately discloses the average monthly prices, and the terms and conditions, of the products and services sold to the residential customer. [551.70(b)(3)]
19. Applicant certifies that it will provide refunds of any deposits with interest within 30 days after the date that the residential or small commercial customer changes gas suppliers or discontinues service if the customer has satisfied all of its outstanding financial obligations to the Applicant at an interest rate set by the Commission which shall be the same as that required of gas utilities. [551.70(b)(4)]
20. Applicant certifies that it will provide timely refunds of any undisputed overpayments upon oral or written request of the residential or small commercial customer. [551.70(b)(5)]
21. File procedures with the Commission that address the manner in which the Applicant will resolve disputed bills with its customers. These procedures should comply with the requirements of 551.70(b)(6).
22. Applicant certifies that it will inform its customers how to contact the Commission to obtain consumer education materials provided pursuant to Section 19-125 of the Act. [551.70(b)(7)]

### **Financial Qualifications**

23. Applicant's required license or permit bond is provided in Attachment \_\_.  
[551.50(a)]
24. Required materials or certifications supporting Applicant's financial qualifications pursuant to Subsection 551.80 \_\_ (specify which subsection of 551.80 Applicant is meeting) are provided in Attachment \_\_. [551.80]

### **Technical Qualifications**

25. Applicant [will][will not] use natural gas transmission or distribution facilities that it owns, controls or operates in serving customers. Required materials supporting Applicant's technical qualifications are provided in Attachment \_\_.  
[551.90]

### **Managerial Qualifications**

26. Required materials supporting Applicant's managerial qualifications are provided in Attachment \_\_. [551.100]

WHEREFORE, Applicant requests that the Commission grant its application for service authority to serve residential natural gas customers in [describe area for which certification is sought, as in paragraph 8 above].

Respectfully submitted,

[Name of Applicant]

By: \_\_\_\_\_  
[Specify officer, agent, or attorney]

Name of signatory  
Signatory's Firm or Company Name  
Address  
Telephone Number  
Fax and E-mail (optional)



VERIFICATION

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) ss:

\_\_\_\_\_, being first duly sworn, deposes and says that she/he is [the] [a(n)] \_\_\_\_\_ [of][for] [Applicant]; that he/she has read the foregoing Application of [Applicant], and all of the attachments accompanying and referred to within the Application; and that the statements contained in the Application and the attachments are true, correct and complete to the best of [her][his] knowledge, information and belief.

\_\_\_\_\_  
[Name of person verifying application]

Subscribed and sworn to before me  
this \_\_ day of \_\_\_\_\_, [year].

\_\_\_\_\_  
Notary Public

[Stamp of Notary]